

**Enterprise Architecture Committee**

March 31, 2010 Meeting Minutes  
Department of Information Services  
James R. Larson Forum Building  
Forum Boardroom  
605 11<sup>th</sup> Avenue SE  
Olympia, Washington

**Members Present:**

Clare Donahue, UW, Co-Chair  
Rob St. John, DSHS, Co-Chair  
Michael DeAngelo, HCA  
Roger Deming, LCB  
Lynne McGuire, OFM  
Laura Parma, DIS  
Mike Ricchio, DIS  
Grant Rodeheaver, DOT  
Vikki Smith, DOR  
Cammy Webster, DIS  
David Zager, DIS

**Members Absent:**

Cathy Munson, LSC  
Gregg Richmond, AOC  
Frank Westrum, DOH

**Roll Call**

Claire Donahue, University of Washington, and Committee Co-Chair, called the meeting to order. A sufficient number of Committee members were present to constitute a quorum.

**Approval of the Minutes**

**Motion:** A motion was made to approve the March 17, 2010 meeting minutes. The motion passed unanimously.

**Meeting Schedule**

**Motion:** A motion was made to change the Enterprise Architecture Committee meeting schedule from bi-weekly to monthly. The motion passed unanimously.

**Information Technologies (IT)  
Cost Meeting Follow-up**

The Committee had an open discussion to follow-up on an IT cost meeting that was held by Office of Financial Management (OFM) on March 29, 2010.

Lee Hall, OFM, explained that after the March 29, 2010 meeting, she and her team began developing a new State Administrative & Accounting Manual (SAAM) Policy. Once the draft is completed, Ms. Hall will send it to the Committee for feedback, before presenting the document to legislative staff.

The Committee had an open discussion regarding the relationship between the IT Portfolio and the current OFM work revising the SAAM Policy; and asked Ms. Hall to

collaborate with DIS in researching how the Agency Financial Reporting System could supply the financial information required by the IT Portfolio Management System in compliance with ISB policy rather than having the Portfolio replicate those data.

**IT Investment Transparency Initiative Proposal**

David Zager, Department of Information Services (DIS), presented a framework initiative proposal to converge the multiple IT investment transparency queries currently competing from different areas of state government. The aim of the initiative was to determine the range of questions lawmakers and agencies would like to answer about the state's IT investments; which of the available sources of information could contribute to answers; and what kinds of coordinated change to existing sources of information would be necessary to satisfy the majority of potential queries.

The Committee directed Mr. Zager to rework the framework document to reflect a more defined approach on what the Committee can accomplish in a month-by-month scale, and to differentiate more clearly for the Committee how the initiative both differs from and complements the existing IT Portfolio system.

**Business Architecture Initiative Proposal**

Paul Warren Douglas, DIS, presented the Business Architecture Initiative proposal to the Committee. He presented an example of the Federal Business Architecture framework and how the process works.

The Committee decided not to move forward with the proposal because it would overburden Enterprise Architecture resources when done in tandem with the IT Investment Transparency initiative; but that the topic was of interest and the Committee should revisit it at a later date.

**Adjournment**

Meeting was adjourned.